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ILLEGIB

SECURITY

ODP NOTICE 10-5-83

OFFICE OF DATA PROCESSING

Appointment of New ODP Security Officer

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1. Effective immediately, Mr. [REDACTED], is designated the ODP Security Officer (SO/ODP), vice [REDACTED] reassigned. [REDACTED] is assigned to the Administrative Staff, ODP, and may be contacted on extension 6979 (black) or 3-8869 (secure). Mr. [REDACTED] is designated the ODP Information Systems Security Officer (ISSO/ODP) and is assigned to the Management Staff. He may be contacted on extension 5937 (black) or 3-8869 (secure). (C)

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2. The SO/ODP is responsible for monitoring matters concerning personnel security, physical security, and safety. This would include, but is not limited to, contractor and staff clearances, briefings, security education, external activities, storage of classified materials, security violations, after-hours security check procedures, accident reports, safety surveys, and identifying safety hazards. (U/AIUO)

3. The ISSO/ODP is concerned with the security of the ODP information systems and related matters (e.g., computer output distribution, media control, system access, center access, systems development). He will work in liaison with the Information Systems Security Group of the Office of Security (ISSG/OS). (U/AIUO)

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4. Mr. [REDACTED] and should not be identified as a Central Intelligence Agency employee in unclassified correspondence. All correspondence that includes his name must be classified CONFIDENTIAL. The appropriate derivative marking citation from the National Security Classification Guide is COV 1-82. (C)

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[REDACTED]  
Director of Data Processing

DISTRIBUTION: All ODP Employees

RETENTION: Until Rescinded

CL BY 0005801  
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